

DEADLINE: FRIDAY, JULY 18th at 5PM

Dear Prospective Student:

Thank you for your interest in the two-year Plumbing & Heating Systems program at Mechanics Institute. **Plumbing & Heating Systems classes are held two nights a week, Tuesday and Thursday, 5-8pm.**

Important notes:

- All classes require continuous in-person attendance.
- **This application does not guarantee admission.**
- Applicants will be notified of their admission status on **Friday, August 8th.**
- If accepted, classes begin on **Tuesday, September 16th.**
- Please do not send payment until further notice.

Eligibility Requirements:

- All applicants must be currently employed in the plumbing and heating field.
- Must have at least two years of experience in the plumbing and heating field.
- Must be a High School, GED, or College graduate.

Admission Materials:

- Application (attached)
- Required Essay (essay questions can be found on the application)
- Letter from employer confirming employment in the plumbing and heating field (must verify at least two years of experience)
- Copy of high school diploma, GED, or college transcript
- Photo ID

Those accepted to the Mechanics Institute must pay the required fees listed below:

- \$100 Registration Fee due every Semester
- \$75 Membership fee due every year

Please send your completed application, required essay and required documents in one email to admissions@generalsociety.org.

Thank you,
Admissions



MECHANICS INSTITUTE

20 West 44th Street New York City, NY 10036

Fall 2025 Plumbing & Heating Systems Two-Year Educational Program Enrollment Application

Required Documents

- Letter from employer confirming employment in the plumbing and heating field (letter must verify at least two years of experience)
- Copy either of high school diploma, GED, or college transcript
- Photo ID

**Email this application, required essay and required documents to
admissions@generalsociety.org or drop off at the Admissions Office by
Friday, July 18th at 5pm - no exceptions.**

Date: _____

Last Name: _____ First Name: _____ MI: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Date of Birth: _____

Home Phone: (_____) _____ Cell Phone: (_____) _____

E-Mail Address: _____

Company's Name: _____

Position: _____ Supervisor's Name: _____

Telephone: (_____) _____

Are you a member of a union? ☐ Yes ☐ No If Yes, please provide the information below.

Union's Name: _____

Are you a Veteran? ☐ Yes ☐ No

Are you on Active Military Duty? ☐ Yes ☐ No

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If accepted into the program, a registration fee of \$175 will be due.

Registration Fee (due every semester): \$100.00

Student Membership Fee (due every year): \$75.00

How did you first hear of the Mechanics Institute?

Required Essay:

Please answer the following questions with a combined total of **250 words**. All essays, preferably typed on a separate piece of paper, must be attached to application with all required documents to Admissions by **Friday, July 18th at 5pm - no exceptions**.

1. What motivated you to apply for enrollment in the Plumbing & Heating Systems program at Mechanics Institute?
2. How will you benefit from the program in your career?

It is my understanding that I must read the student manual and adhere to the programs' policies and regulations as a condition of my enrollment. I further understand that:

1. **Registration is not complete until all due fees are paid.**
2. **Registration fee is not refundable unless the class is canceled.**
3. **A registration fee will be due every semester.**

Applicant's signature: _____

Mechanics Institute enrolls all applicants meeting the school's entrance requirements regardless of race, color, creed, sex, age, or place of national origin.

IMPORTANT

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